



DARYL L. OSBY  
FIRE CHIEF  
FORESTER & FIRE WARDEN

September 06, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

## COUNTY OF LOS ANGELES

### FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE  
LOS ANGELES, CALIFORNIA 90063-3294  
(323) 881-2401

# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

71 September 6, 2016

LORI GLASGOW  
EXECUTIVE OFFICER

### **APPROVAL OF MASTER AGREEMENT EXTENSIONS FOR FIRE FLEET MAINTENANCE AND REPAIR SERVICES (ALL DISTRICTS) (3 VOTES)**

#### **SUBJECT**

The Consolidated Fire Protection District of Los Angeles County (District) is requesting Board of Supervisors (Board) approval to authorize the Fire Chief to extend existing master agreements for Fire Fleet Maintenance and Repair Services (fleet services) through December 31, 2016. This extension period is required to allow for the completion of the solicitation process to establish new contracts.

#### **IT IS RECOMMENDED THAT THE BOARD ACTING AS THE GOVERNING BODY OF THE GOVERNING BODY OF THE CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY:**

1. Delegate authority to the Fire Chief to extend 30 existing master agreements for fleet services through December 31, 2016, for a cost not to exceed \$925,000.
2. Find that this Contract is exempt from the provisions of the California Environmental Quality Act (CEQA).

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will authorize the Fire Chief to extend existing master agreements through December 31, 2016. The existing master agreements between the District and the attached list of vendors (Attachment A) will expire on September 28, 2016. The District currently obtains a variety of fleet services for the District's fleet of vehicles from these existing master

agreement vendors. These services are essential to ensure that the District's vehicles are maintained, operational, and readily available for emergency response.

The proposed Amendment (Attachment B), which County Counsel has reviewed and approved as to form, will be signed by County Counsel before execution by the District. The proposed Amendment will provide the District with time to complete the solicitation process for new contracts. The District is currently in the solicitation process to establish new contracts for fleet services and it is anticipated we will return to your Board for approval of these new contracts in December 2016.

### **Implementation of Strategic Plan Goals**

Approval of the recommended action is consistent with County Strategic Plan (Goal #1), Operational Effectiveness/Fiscal Sustainability, by ensuring the District provides operational and well-maintained vehicles to its employees, thereby allowing the District to fulfill its responsibility to the public.

### **FISCAL IMPACT/FINANCING**

The cost of the extensions will not exceed \$925,000. Sufficient funding is available in the District's Fiscal Year 2016-17 Adopted Budget for this item. There is no impact to net County cost.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The existing master agreement vendors comply with the California State Department of Consumer Affairs Bureau of Automotive Repair (BAR), the National Institute for Automotive Service Excellence (ASE), and the Original Equipment Manufacturers (OEM). All pricing rates, terms, and conditions of the master agreements will remain the same and in full force and effect.

### **CONTRACTING PROCESS**

The existing master agreements for fleet services were approved by your Board on September 29, 2009, with a final expiration date of September 28, 2016, after all possible extensions being exercised. Approval of the recommended actions will allow time for the District to complete new solicitations and establish new contracts. In May of 2016, the District released one Prop A Request for Proposals (RFP) to cover services for its non emergency vehicles, along with 13 Invitation for Bids (IFB) for service categories that were exempt from Prop A, as these categories are either intermittent or require specialized technical knowledge or certification. Due to concerns expressed by small business vendors regarding their ability to meet solicitation requirements, the District extended the solicitation closing dates through August 1, 2016. On July 11, 2016, the District conducted two public information conferences to address the concerns expressed by potential bidders and on July 14, 2016, an addendum was issued to the solicitations which addressed the major concerns identified by potential bidders.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

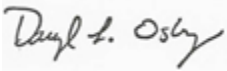
Approval of this recommendation will allow the District to continue to obtain fleet services from its current master agreement vendors until new contracts are in place. There will be no significant impact on current services as there will be no displacement of any District or County employees.

**CONCLUSION**

Upon approval by your Honorable Board, please instruct the Executive Officer to return the adopted stamped copy of the letter and attachments to the following office:

Consolidated Fire Protection District of Los Angeles County  
Attention: Carlos Santiago, Acting Contract Administrator  
Materials Management Division  
5801 S. Eastern Avenue, Suite 100  
Commerce, CA 90040

Respectfully submitted,



DARYL L. OSBY  
FIRE CHIEF, FORESTER & FIRE WARDEN

DLO:cs

Enclosures

c: Chief Executive Officer  
Executive Officer, Board of Supervisors  
County Counsel

# FLEET SERVICES MASTER AGREEMENT VENDORS

	VENDOR NAME	CONTRACT NUMBER
1.	American Moving Parts, LLC	77107
2.	Bourret Auto Glass, Upholstery & Interior, Inc.	77110
3.	California Clutch & Gear, Inc.	77111
4.	California Frame & Axle	77112
5.	Craig Daniel Leasing Corp. dba Road Runner Specialty Towing & Transport	77108
6.	Dieseltron	77115
7.	Duran's Body Shop, Inc.	77116
8.	F & H Tire	77118
9.	Freddie Mac's, Inc.	77119
10.	Garfield Car Wash	77104
11.	Get Tires, Inc.	77106
12.	Glass Doctor of Montebello	77120
13.	Golden Hands Auto Body, Inc.	77121
14.	LBI Air, Inc.	77122
15.	Leon's Transmission Service, Inc.	77123
16.	OC Fleet, Inc.	77124
17.	Pacific Ford, Inc.	77125
18.	Penske Chevrolet	77130
19.	Phenix Enterprises	77126
20.	Pomona Auto Body Collision Center, Inc.	77127
21.	Star Ford	77132
22.	Throgmorton's Frame Clinic	77133
23.	Tire Centers, LLC	77134
24.	Toms Truck Center North County, LLC	77114
25.	UL, LLC	77135
26.	United Brothers Motor Inc. dba Super Ford	77128
27.	United Diesel Service	77136
28.	United Transmission Exchange	77137
29.	Webb's Auto & Truck Service	77105
30.	Western Truck Exchange	77102

**CONTRACT BY AND BETWEEN  
CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY  
AND  
VENDOR NAME  
FOR  
FLEET MAINTENANCE AND REPAIR SERVICES CONTRACT # 77xxx**

Amendment Number xx

Contract Number 77XXX

WHEREAS, on September 29, 2009, the County of Los Angeles Board of Supervisors authorized the Consolidated Fire Protection District of Los Angeles County (District) to execute a Contract with Vendor Name (Contractor) for the provision of fleet maintenance and repair services for the District; and

WHEREAS, on September 29, 2009, this Contract Number 77xxx was executed by the Board of Supervisors and Contractor; and

WHEREAS, Section 8.1 of the Contract provides that changes to its terms may be made in the form of a written amendment which is formally approved and executed by both parties; and

WHEREAS, the District intends to extend the term of the Contract to extend the terms of said Contract through December 31, 2016; and

NOW THEREFORE, in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties agree to the following:

**1. This Contract is amended to revise/add the following language:**

**4.0 TERM OF CONTRACT**

4.1 This Contract shall remain in full force and effect until no later than December 31, 2016.

**2. Except as provided in this Amendment Number XX, all other terms and conditions of the Contract shall be in full force and effect.**

**3. This Amendment Number XX shall be effective when signed by both parties.**

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**CONSOLIDATED FIRE PROTECTION  
DISTRICT OF LOS ANGELES COUNTY**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: Contract Administrator

Date: \_\_\_\_\_

**VENDOR NAME**

By: \_\_\_\_\_

Authorized Signature

Name: \_\_\_\_\_

Print Name

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

**MARY C. WICKHAM**  
County Counsel

By: \_\_\_\_\_

  
Principal Deputy County Counsel